



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, November 01, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 1st day of November, 2016 at the Leon Valley City Council Chambers located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business.

Call to order.

Mayor Chris Riley called the Regular City Council Meeting to order at 7:08 p.m. and led the Pledge of Allegiance.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Council Members David Edwards, Monica Alcocer, Belinda Ealy, Benny Martinez and David Jordan.

Also in attendance were:

City Manager Kelly Kuenstler, City Secretary Sandra Passailaigue, Public Works Director Melinda Moritz, and Fire Chief Luis Valdez.

Presentation of a CPS Energy New Construction Rebate check in the amount of \$7,403.17 for Energy Efficient LED Lighting installed in the Leon Valley Fire Station Facility. (Lynda Rodriguez, CPS Energy)

Lynda Rodriguez, CPS Energy presented Fire Chief Luis Valdez with a check that Ms. Rodriguez said was for more than originally expected. The total amount presented was for \$8,349.03. This rebate was issued to the Leon Valley Fire Department and the City to help offset the cost of the energy efficient investment made.

Citizens to Be Heard and Time for Objections to the Consent Agenda.

Mayor Riley asked if any of the Council Members wished to pull any item from the Consent Agenda for discussion. No items were pulled.

- Richard Blackmore, 6639 Forest Haven commended the Leon Valley Fire and Police Department for their increase presence in the community.

- Olen Yarnell, spoke about the Election and voting and wanted to know if the Community Center could be a permanent voting site for all of Leon Valley.
 - The City staff will follow up with Bexar County Elections and bring back a response.
- Larry Proffitt, 6307 Rue Sophie thanked all citizens, employees and volunteers for participating in the recent Ciclovía event. Mr. Proffitt also thanked Code Compliance, Public Works and the Police Department for their efforts in helping keep Leon Valley clean.

Kelly Kuenstler, City Manager asked Mayor Riley to consider moving item 9 up on the agenda. Mayor Riley and the members of City Council approved the request.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

- a) **October 18, 2016 Special City Council Meeting**
- b) **October 18, 2016 Regular City Council Meeting**
- c) **October 22, 2016 Coffee with the Mayor & City Council**

Approval to increase the Committed Fund Balance in the General Fund for Natural/Man-Made Disasters by \$100,000. M&C #2016-11-01-01 (V. Wallace)

Consider, discuss and possible action revising Leon Valley City Code Chapter 12 Traffic and Vehicles, Division 6. One-Way Streets, to add Hodges Street; and Division 7. Speed Limits to reduce the speed limit on Hodges and Althea Streets from 30 miles per hour to 20 miles per hour. M&C #2016-11-01-02 (M. Moritz)

Consider, discuss and possible action appointing Charles Hawsey to the Citizens Police Advisory Committee. M&C #2016-11-01-03 (K. Kuenstler)

A motion was made by Council Member Monica Alcocer and seconded by Council Member Belinda Ealy, to approve Consent Agenda Item #4 (October 18, 2016 Special City Council Minutes, October 18, 2016 Regular City Council Minutes and October 22, 2016 Coffee with the Mayor and City Council), Item #5 (Committed Fund Balance), Item #6 (Ordinance No. 16-043), and Item #7 (Resolution No. 16-032R) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

REGULAR AGENDA

Consider, discuss and possible action authorizing the City Manager to enter into a lease agreement for the Kinman House. M&C #2016-11-01-05 (K. Kuenstler)

Kelly Kuenstler, City Manager presented this item in order for Council to consider authorizing the City Manager to enter into a Lease Agreement and a 380 Agreement with the Leon Valley Café Company for the use of the Kinman House as a Restaurant.

The Kinman House property was purchased in 1998 and the home was renovated in 2007 to house the Economic Development Department. The Economic Development Department moved out of the house in November of 2015. Since that time, it has been used for City Council coffees, temporary offices, and as an event dressing area. The bakery "El Sol" considered using the facility for restaurant activities, but they were unable to secure financing. The building is currently vacant but has been remodeled through the use of both City and LVEDC funds. The building was in dire need of attention as it was deteriorating and animals were residing in the building. The Leon Valley Café Company expressed an interest in leasing the Kinman House for use as a restaurant and entering into a 380 agreement with the City of Leon Valley. Patrons would come from their existing customer base, catering for the renters of the Community and Conference Center, Park rentals, and the general public. The conversion of the home has been accomplished through the use of a few contractors and in-house Public Works labor. Outside services were sought for foundation repair, the fire alarm system, electrical, gas relocation, and equipment purchases. In-house labor was used for the construction and the installation of equipment. Community Service Workers were used for the clean-up of the facility. If the Leon Valley Café Company is not successful at this location and moves out, the building could be rented to another restaurant.

The presentation was followed by a discussion.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Edwards, to authorize the City Manager to enter into a lease agreement for the Kinman House as amended. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action to approve a budget adjustment in the amount of \$40,836.00 to complete the remodel of the Kinman House located at 6417 Evers Road. M&C #2016-11-01-04 (M. Moritz)

Melinda Moritz, Public Works Director presented this item. In September of 2015, City Council approved the annual budget, which included \$13,000 to install a fire alarm system and repair the foundation at the Kinman House. In February of 2016, the City Council authorized a budget adjustment in the amount of \$20,000 to start the remodel of the Kinman House. In August of 2016, the City Council authorized a budget adjustment in the amount of \$86,685.00. The \$86,685.00 was given to the City by the Leon Valley Economic Development Corporation to be used specifically for the renovation of the structure. The remodel is to accommodate a restaurant (1st tenant is the Leon Valley Café). Staff was directed to use all funds in FY 2016, if possible. The structural, electrical, plumbing, and commercial kitchen equipment components are almost complete, but the required venthood and ansul fire suppression systems were not purchased due to a contractor nonperformance issue. In addition, the plumber failed to turn in his invoice during the previous fiscal year and we are still in the process of purchasing a dishwasher. The funds that were available in FY 2016 have now been placed back into the General Fund Reserve. A budget adjustment is necessary to move the funds back to Public Works in order to finish the project.

As stated, the remaining items include a venthood, fire suppression system, dishwashing equipment, and payment to the plumber.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to approve a budget adjustment in the amount of \$45,655.00 to complete the remodel of the Kinman House located at 6417 Evers Road. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action on the cancellation of the January 03, 2017, Regular City Council meeting. (Mayor Riley)

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to cancel the January 03, 2017 Regular City Council Meeting. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action on items for consideration at the January 2017 Town Hall Meeting. M&C #2016-11-01-06 (K. Kuenstler)

Kelly Kuenstler, City Manager presented this item to review a draft agenda and approve a final agenda for the 2017 Leon Valley Town Hall Meeting currently scheduled for January 28, 2017. Items contained in the draft agenda have been collected throughout the 2016 calendar year as mentioned during city council meetings or other public meetings. The cost will be \$450 for Dr. Francine S. Romero to moderate the event. There could be future fiscal impacts as well depending on what the citizenry decide on at the annual meeting.

The presentation was followed by a discussion with suggestions. The final draft agenda will be brought back in December for City Council review and approval.

City Manager's Report:

a) Approved Minutes from Boards, Commissions and Committees

b) Upcoming Important Events:

- Texas Recycles Day, November 05, 2016 from 9:00 a.m. until 1:00 p.m. at Leon Valley Public Works.
- Special Election – Early Voting ends November 4th. Election Day is November 8th
- City Hall Closure, November 11th in Observance of Veteran's Day
- Leon Valley Historical Society Pioneer Gala, November 18th at 6:30 p.m. at the Community Center.
- City Hall Closure, November 24th & 25th in Observance of Thanksgiving
- Holiday Tree Lighting Ceremony, December 5th at 6:00 p.m., at the Community Center.
- Creation and appointment of members to the Hike & Bike Committee, December 20, 2016

- **Beethoven Christmas Concert, December 11th at 2:30 p.m. at the Community Center.**

City Manager Kuenstler presented the report and reminded everyone that this information is also available on the City's website. Ms. Kuenstler also said that the first Ciclovía event was a success.

Citizens to be heard.

None

Announcements by the Mayor and Council Members. Adjournment.

Mayor Riley reminded everyone that the Texas Recycling Event will be held this Saturday.

Adjournment.

Mayor Riley announced the meeting adjourned at 8:44 p.m.

These minutes approved by the Leon Valley City Council on the 15th day of November, 2016.

APPROVED



**CHRIS RILEY
MAYOR**

ATTEST:



**SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY**

